

## **Internal Scrutiny Committee Work Programme 2019/20**

The Internal Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events, training and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Internal Scrutiny Committee will:

- Determine which Overview and Scrutiny Committee considers a matter where this is not clear.
- Receive for approval requests from the other Overview and Scrutiny Committees to establish task groups and/or other working groups
- Receive for approval requests from the other Overview and Scrutiny Committees to establish as necessary joint working arrangements with district councils and other neighbouring authorities
- Review and scrutinise all services provided by the authority, unless specifically covered by the terms of reference of another Overview and Scrutiny Committee
- Consider matters relating to the general effectiveness and development of Overview and Scrutiny in the authority including training for County Councillors and Co-optees
- Recommend the Full Council to co-opt on to a Committee persons with appropriate expertise, without voting rights
- Establish arrangements for the scrutiny of member development, and receive reports from the Member Development Working Group

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda. The dates are indicative of when the Internal Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

**Work areas already covered:**

Topic	Meeting Date	Agreed Recommendations
Highway Adoption and the Process Involved	27 September 2019	Recommendation 1 of the report be reworded.  That Recommendation 2-5 of the report be approved.
Update on Reducing Single Use Plastics in Lancashire	27 September 2019	Further update to be provided in May 2020.
Blue Badges	17 January 2020	The update and changes to criteria be noted.
Corporate Strategy Performance Monitoring Proposals	17 January 2020	To note the report and performance indicators.  To receive the full quarterly monitoring report.
Budget Savings Update	17 January 2020	Further updates to be included as part of the Internal Scrutiny Committee work programme.
Joint Health Scrutiny Committee Meeting	17 January 2020	Agree the proposed Joint Health Scrutiny Committee and its Terms of Reference.

**Work areas to be covered:**

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Meeting						
Pothole Policy and Repair Methods	Report to inform Members about the policies for pothole repair methods.	Committee Meeting	Ridwan Musa/ John Davies/ Phil Durnell  CC Keith Iddon	13 March 2020		
Gully Cleaning Policy and Attendance	Report to inform Members about the policies for gully cleaning and attendance.	Committee Meeting	Paul Binks/ John Davies/ Phil Durnell  CC Keith Iddon	13 March 2020		
ICT and the relationship with Members	To consider the following: <ul style="list-style-type: none"> <li>- Digital First Strategy</li> <li>- Provision for Members following the BTLS contract coming to an end in 2021</li> <li>- Work of the Member Development Working Group</li> <li>- Update on work for Member's kit post elections 2021</li> </ul>	Committee Meeting	Mike Kirby/Glyn Peach and Democratic Services	13 March 2020		
Local Government Funding and Income	Further update to committee on progress of recommendations as detailed in the report.	Committee Meeting	Ajay Sethi	15 May 2020	To note the update.	

## Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Generation Task Group						
Update on Reducing Single Use Plastics in Lancashire	An update report on the ongoing work to reduce single use plastics within the county council and the development of a strategy to make LCC a SUP free authority where possible and feasible.	Committee Meeting	Mike Kirby, Clare Johnson, Steve Scott, William Maxwell, Rachel Tanner, Ginette Unsworth, Ajay Sethi, Nigel Craine, CC Albert Atkinson	15 May 2020		
Regulation of Investigatory Powers	To provide an annual update to the committee.	Committee meeting	Laura Sales/Amanda Maxim	15 May or 10 July 2020	To note the report and update.	Annual update.
Task Group						
Bite Size Briefing						
Reducing Single Use Plastics	Information to all members on the issues of plastic waste and what is being done to address this and what role councillors can play.	Bite Size Briefing	Mike Kirby	9 October 2019		
Winter Gritting	Information to all members on winter gritting and how councillors can help more.	Bite Size Briefing	Phil Durnell/Ridwan Musa	20 November 2019		

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Briefing Note						
Member Grants, CGF and LIF	Impact on third sector and community organisations in relation to the withdrawal of funding.	Briefing note for members	TBC	Mar 2020		